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DD/S 60-0808

26 February 1960

MEMORANDUM FOR: Chairman, Agency Retirement Board

SUBJECT : Proposed Retirement Policy for DD/S Components

REFERENCE : [redacted] Agency Retirement 25X1
Board, dated 5 January 1960

1. In order to comply with the spirit and intent of the referenced notice, I believe that once the program has been implemented and all employees have had reasonable notice they should retire when eligible except when for cogent reasons they are asked to remain.

2. Variance in the personnel needs of the three major agency components may necessitate application of different criteria in effecting the retirement of individual employees. However, I feel that it would be desirable to have an Agency policy rather than a separate one for each major component.

3. I propose, if the Retirement Board concurs, to use the following retirement procedures in DD/S Components.

a. Employees eligible for retirement at the time of the issuance of the reference and those who become eligible between 5 January 1960 and 30 June 1961 will retire no later than 30 June 1961. As of 1 July 1961 employees will retire as they become eligible.

b. The Heads of Offices and Staffs may request individual exceptions to this policy subject to my approval. However, I wish to stress that these exceptions should be limited to those individuals who have unique qualifications, since repeated exceptions will greatly weaken the effectiveness of the entire retirement policy.

4. In order to effectively carry out this policy, immediate consideration should be given not only to those employees who were eligible for retirement on 5 January 1960 but also to those who will not have the benefit of a comparable period for the planning of their retirement after they become eligible.

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5. Attached is a list of DD/S employees, now eligible for retirement for whom an exception to this policy may be requested. I will furnish the Board more specific information with regard to these cases in the very near future.

Signed

L. K. White
Deputy Director
(Support)

Attachment

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